

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
POPULATION TECHNICAL ADVISORY COMMITTEE

December 2, 1999
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue
Phoenix, Arizona

MEMBERS IN ATTENDANCE

George Pettit, Gilbert, Chairman	Karen Shurko, Goodyear
Debbie Kohn, Avondale	Horatio Skeete, Litchfield Park
Cheryl Sedig for Joe Blanton, Buckeye	Wahid Alam, Mesa
*Usama Abujbarah, Cave Creek	Shiloh Thatcher, Maricopa County
Kyle McMaster for Bob Pazera, Chandler	Jenifer Corey, Peoria
Eddie Rios, El Mirage	Remy Autz, Phoenix
Geir Sverdrup, Fountain Hills	Harry Higgins, Scottsdale
*Tina Notah, Gila River Indian Community	Tres Haslerig, Surprise
*Ralph Vasquez, Gila Bend	Neil Calfee, Tempe
James Holland, Glendale	*Jerry Stricklin, Wickenburg
	Dick Gregory, Youngtown

*Those members neither present nor represented by proxy.

OTHERS IN ATTENDANCE

Anubhav Bagley, MAG	Joanie Mead, Scottsdale
David Bigos, Chandler	Enrique Medina, Bureau of the Census
Al Bravo, Glendale	Duncan Miller, Paradise Valley
Foster Burton, Citizen	Norris Nordvold, Phoenix
Kelly Corsette, Peoria	Dunbar Norton, Yuma MPO
Katarina Dunerova, Tempe	Christina Ramirez, El Mirage
Mark Elma, Tempe	Andrea Rosier, Mesa
Bob Galloway, Apache Junction	Scott Rigby, Queen Creek
Robert Hall, Bureau of the Census	David Sinclair, Glendale
Jim Howard, Bureau of the Census	Linda Strock, DES
Jeffrey Jones, Maricopa County Assessor	Kelly Taft, MAG
John Kross, Queen Creek	Glen Van Nimwegen, Apache Junction
Desmond Peartree, Community Partnership Specialist	Aruna Vasudev, Gilbert
	Harry Wolfe, MAG
	Laura Stegall, MAG

1. Call to Order

The meeting was called to order by Chairman George Pettit at 2:05 p.m.

2. Call to the Audience

There were no requests from the audience to address the MAG POPTAC.

3. Approval of Meeting Minutes of November 2, 1999

It was moved by Harry Higgins, seconded by James Holland and unanimously recommended to approve the meeting minutes of November 2, 1999.

4. Address Update Program

Harry Wolfe reported that MAG was still waiting for the final address lists to be sent out by the Census Bureau. He said that originally, the files were to be provided in October 1999, but that they are not ready yet and no release date has been specified. Mr. Wolfe added that member agencies will have 30 days after release of file to appeal if there is a dispute with the housing unit counts.

5. Local Update of Census Addresses for Special Places

Frank McPhillips from the Census Bureau stated that the deadline for member agencies to submit appeals for Special Places is February 2000. He added that if that deadline is not met, newly found addresses can be tabulated as a part of the non-response follow-up, or during the Update/Leave process.

Mr. McPhillips reported that the 1999 LUCA data should be available in the next week, while the detailed information for 1998 is still being processed. He also indicated that: the information for the Mail out/Mailback Area be received by the end of December or beginning of January; the information would be sent to the LUCA contact not the elected official; the cutoff for appeals would be Mid-February; and any data provided after mid-February would be included in either the coverage improvement program or the non-response follow-up.

Frank McPhillips stated that as soon as the confidentiality agreements have been signed and returned to the Census, the special places address list would be distributed. He estimated that it would be sent out by the end of December; and that jurisdictions would have four weeks to review the list and file any appeals. It was also noted that local jurisdictions could provide Special Places addresses directly to the local census office.

6. New Construction Program

Harry Wolfe reported that all eligible MAG member agencies had signed up to participate in the New Construction Program. It was estimated that the address lists would be distributed in mid January; and that new addresses needed to be post marked April 3, 2000 to be accepted by the Census Bureau.

Neil Urban stated that Maricopa County would not have new water hookup information but would have new building permits. Frank McPhillips said that newly constructed units reported would be visited during the coverage improvement program.

The new construction data would be forwarded to the Census Bureau, who would then assign the data to the appropriate local field office for enumeration in June.

7. Boundary and Annexation Survey

The Boundary Annexation Survey documents changes in corporate limits that were approved by December 31, 2000. Frank McPhillips commented that a final survey would be sent out in December and that local governments would have a final opportunity to validate their corporate limits subsequent to the

Census. He encouraged local governments to provide the most accurate responses possible to the Boundary and Annexation Survey to simplify the boundary validation program later on.

8. Statistical Areas Program

Neil Urban indicated that the County has forwarded all materials to the Census Bureau for the Statistical Areas Program. It was noted that edits to the Tiger file had been made and that it is expected that maps will be sent out for verification in January 2000. After Maricopa County distributes the maps to other local governments there would be a 30 day review period. August 2000 is the deadline for supplying any information or corrections to the Census Bureau.

9. Appointment of State Director, Census 2000

Delia Garcia Kim, the newly appointed State Census Director, reported that last April, Governor Hull held a Census 2000 Kick-off Meeting. She stated that she is developing a plan on how the State can best contribute to local efforts to ensure a successful census. Ms. Garcia Kim said that she was examining actions that need to be undertaken that required no funding, as well as actions that required funding. She added that funding for Census 2000 could potentially be addressed by the legislature.

10. Census Data Capture Center and Other Census Programs

Mr. Mike Pelto said that the Census Bureau's Data Capture Center located at the Maryvale Mall is ready. The center will be responsible for processing 38-40 million census questionnaires from around the United States.

Mr. Pelto said that team leaders had been hired for processing forms and that 300 workers would be working from December 1, 1999 to January 1, 2000. He also mentioned that after January 1, 2000 1,000 workers would be working per shift. He indicated that recruitment for employees had gone well, that very competitive wages were being offered and that work schedules were flexible. .

Mike Pelto stated that beginning in March, questionnaires would be sorted, scanned, key imaged or keyed. He added that after quality control checking, the questionnaires would be disposed, stored or recycled. He estimated that processing would be completed in January, noting that all of the computer systems are Y2K compliant.

11. MAG Database Enhancement Project

Harry Wolfe stated that in August 1999 MAG issued a Request for Proposals to update and enhance the databases needed for the next round of socioeconomic projections. He stated that nine proposals were received, interviews held and that recommendations on a team of consultants to undertake the project had been made. He said he would continue to provide updates on the project.

13. Next Meeting of the MAG POPTAC

Harry Wolfe stated that the next meeting of the MAG POPTAC would be held on January 20, 1999. The meeting schedule will be reviewed at that time.

The meeting adjourned at 3:45 p.m.